

**Town Clerk
Mrs G Bell**

Tel No 01757 708449

E-Mail: g.bell@selbytowncouncil.gov.uk



Selby Town Council,
The Town Hall,
York Street
Selby YO8 4AJ
Tel: 01757 708449
Email:

admin@selbytowncouncil.gov.uk

18 February 2020

Dear Councillor

Town Council Meeting – Monday 24 February 2020

You are hereby summoned to attend the meeting of Selby Town Council which has been arranged for **MONDAY 24 February 2020 at 7.00pm** at the Town Hall, York Street, Selby.

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 as amended by Section 100A of the Local Government Act 1972, Schedule 12A the Public and press may attend the meeting.

Recording at Council Meetings Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to:- (i) the recording being conducted with the full knowledge of the Chairman of the meeting; and (ii) compliance with the Town Council's Recording of Meetings Policy. Anyone wishing to record must contact the Town Clerk prior to the start of the meeting. Any recording must be conducted openly and not in secret.

Yours sincerely

Clerk to the Council

To: All Town Councillors

A G E N D A

147 PUBLIC QUESTIONS

148 APOLOGIES FOR ABSENCE

149 DISCLOSURE OF INTEREST

150 SHARON FOX – HIGHWAYS

Sharon Fox will be in attendance for a question & answer session.

151 MINUTES OF LAST MEETING

To confirm as a correct record the minutes of Council, held on 27 January 2020. (Pages 6 to 12 attached).

152 CORRESPONDENCE RECEIVED

To receive and consider the report from the Internal Auditor. (Page 13 to 15 attached).

153 ACCOUNTS

153.1 A folder containing all payments made since the last Town Council meeting will be presented to Council and the RBS report detailing the list of payments, petty cash payments and credit card transactions between 1 – 31 January 2020 attached for consideration. (Pages 16 to 19 attached).

The following payments for approval over £1,000 to be considered:

Selby District Council **£1,020.74** Town Hall Waste Removal 2020/21
Selby District Council **£3,558.40** Market Waste Removal 2020/21
Selby District Council **£1,121.16** Cemetery Waste Removal 2020/21
Had-IT **£11,876.25** Office IT Equipment
Native Chartered Architects **£1,852.70** Stage 2 Cemetery Chapels
Groundwork **£4,080.00** Tree Maintenance at Bondgate Woodland
Christmas Plus Ltd **£2,119.33** Dismantle of Festive Display

153.2 The balance at the Unity Bank on 31 January 2020 was £704,482.43 and the value of the funds on term deposit are:

- £125,689.53 with Yorkshire Bank for a 12-month period (as at 19 December 2019)
- £102,082 (Bid Market Valuation as at 31 January 2020, Mid-Market Valuation £103,691) with Churches, Charities and Local Authorities (CCLA) Property Fund (Page 20 attached)
- £103,517.41 with Yorkshire Bank for a 6-month period (as at 18 November 2019)

153.3 The Virement to transfer funds from the Market Budget to the Staffing Budget for February 2020 for £16.48 to be considered and approved.

Virements - Market Waste Budget £1,300		
Details 2019/20	Cost £	Balance against Budget
Balance B/Fwd		£496.16
February	£16.48	
Balance		£479.32

153.4 There is no virement required for February 2020 to transfer funds from the Wedding Expenditure to the Staffing Budget.

Virements – Wedding Expenditure Budget £1,000		
Details 2019/20	Cost £	Balance against Budget
Balance B/fwd		£452.66
February	Nil	
Balance		£452.66

154 SELBY TOWN NEIGHBOURHOOD PLAN UPDATE

To receive the update from Councillor Davis.

155 TRAINING

155.1 Staff Training

The Clerk updates that she has undertaken ILCA, the online course that precedes CiLCA, and passed and has now registered for CiLCA.

155.2 Councillor Training

To consider any requests for training from Councillors.

The following webinars are available at a cost of £15 per person:

3 March 2020 – 1pm to 2pm – Appointing, Structuring & Using Committees for Council Work

18 March 2020 – 6pm to 7pm - Councillors discussion forum – Joint discussion on how to manage common problems that arise in local councils

23 March 2020 – Employment, an Overview

156 SELBY TOWN ENTERPRISE PARTNERSHIP (STEP)

To receive the update from Councillor Davis.

157 CEF UPDATE

To receive the update from Councillor Shaw-Wright.

158 BIG LOCAL

To receive the update from Councillor Davis.

159 POLICIES TO BE REVIEWED

There are no policies to be reviewed this month.

160 ONGOING ITEMS – CLERKS UPDATE

160.1 Events – The Clerk has met with Canon John Weetman with regards to arrangements for the VE Day and VJ Day Commemorations.

160.2 Town Hall

160.3 Town Hall – Arts Centre

160.4 Office – The Office IT equipment is due to be installed this week

160.5 Cemetery

160.6 Longmann Hills Farmhouse

160.7 Market

160.8 Play Areas

160.9 Allotments – Standing water has been reported on all allotment sites. This has a knock-on effect for the planting season.

Trees/Branches were blown down in the strong winds, damaging part of Selby Community Primary School fencing. An update will be provided to Land & Property Committee.

160.10 Website – The Clerk has met with the website developer.

160.11 Highways

160.12 Street Furniture/Street Lighting

161 PLANNING CONSULTATION RESPONSES

The Clerk will report on Planning Consultations dealt with under delegated authority since the last meeting of Council (Pages 21 attached).

162 PLANNING CONSULTATION FOR COUNCIL

To consider the following planning consultations. The Clerk has been granted an extension to the deadline for both applications to the 26 February 2020:

162.1 Listed building consent for conversion of former public house to a 9 bedroom house in multiple occupation – proposed use class sui generis – Station Inn, Ousegate, Selby.

Ref No. 2019/1229/LBC (Plans to be tabled but can also be viewed on the SDC Planning Portal or in the Town Hall office).

162.2 Proposed erection of a new build block of self-contained apartments with associated undercroft car parking on vacant ground – The Nelson Inn, Ousegate, Selby

Ref No 2019/0982/FUL (Plans to be tabled but can also be viewed on the SDC Planning Portal or in the Town Hall office).

163 PRIVATE SESSION

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the Public and press will be excluded from the meeting for the discussion of the following exempt business.

164 SALARIES AND OVERTIME

To receive a schedule of salary payments for February 2020.

165 CLOSURE OF MEETING AND DATE OF FUTURE MEETINGS

Monday 2 March 2020	Land & Property Committee
Monday 9 March 2020	Town Hall Management Committee
Monday 30 March 2020	Council
Monday 6 April 2020	Special Council Grants Meeting
Friday 17 April 2020	Market Working Group
Monday 27 April 2020	Council
Monday 11 May 2020	Finance & Staffing Committee
Monday 18 May 2020	Annual Council & Town